



The MASTERS Program

Early College Charter High School

Governing Council Meeting

January 14, 2020 5:00 – 7:00 P.M.

Santa Fe Community College – President's Conference Room 108
Santa Fe, New Mexico

Minutes

I. Roll Call 5:02 p.m.

Governing Council members attending: John Bishop (*Founder, Ex-officio non-voting*), Gary Clendenen, Robert Gutierrez, Shalimar Krebs, Marcos Maez, Lori Miller (*Faculty Representative*), Lupita Perez (*Parent Representative*), Kelly Smith, Lori Spillman, John Triolo

Governing Council members and staff not attending: Forest Nelson (*Student Representative*), Ahlum Scarola,

Guests, Faculty, and Staff: Lisa Lucas (*Business Manager*), Anne Salzmann (*Head of School*), Reid Wessels

Recording Secretary: Carol Witter

II. Discuss and vote on this agenda

Marcos Maez moved to approve this agenda, second by Gary Clendenen, passed unanimously.

III. Discuss and vote on December 12, 2019 meeting minutes

Marcos Maez moved to approve the minutes, second by Gary Clendenen, passed unanimously.

IV. Discuss and vote on new GC voting member (Parent Representative)

John Triolo moved to approve Lupita Perez as the new Parent Representative, second by Gary Clendenen, passed unanimously. Lupita left the room while the discussion and vote took place.

V. Public Comments (Up to 2 minutes per person)

None

VI. Report of the Finance Committee

a. review and recommend approval or disapproval of November and December 2019 disbursements

The committee met in prior work session to review November and December disbursements. Marcos Maez provided highlights for higher than usual expenses due to meal cards and books. Furniture expenses were again highlighted as paid for by restricted SB 9 Local Funds. After clarifying a few questions and based on the committee's recommendation, Kelly Smith moved to approve the disbursements as presented, second by John Triolo, passed unanimously.

b. review and recommend approval or disapproval of BARs

None

c. review and recommend approval or disapproval of purchase orders over \$20,000

None

VII. Discuss and vote on reinstatement of 457(b) Deferred Compensation retirement savings plan

Lisa Lucas gave background on two previous plan choices that had been offered. First Financial, the administrator for the 457 (b) plan, closed the plan without notifying TMP due to lack of participation. We have one current employee who now wants this option 457(b), so we need to reinstate the plan. John Triolo moved to approve reinstatement, second by Gary Clendenen, passed unanimously.

VIII. Discussion regarding the creation of a foundation

Anne Salzmann voiced concerns for TMP's ongoing viability once small school funding ends in a few years. She thinks many people in the community would be interested in helping fund a successful TMP through a foundation. Anne will follow up with FASKEN Foundation for further review and sponsorship. Lisa Lucas noted that foundation funds could help pay for operating expenses, which are not covered by grant funds. Anne will invite Floyd Trujillo to present at the regular GC meeting in February.

IX. Report of the Head of School

Anne Salzmann provided commentary for her written report, highlighting various activities included in student orientation week. Of note were the very impressive student dialogues, self-introductions, and personal stories. Interactions with the many families who participated in parent conferences were also very positive.

X. Report of the Faculty Representative

Lori Miller reported on topics including preparing for parent conferences, ongoing efforts to support 9th grade integration, and advance planning for graduation.

XI. Report of the Student Representative

No report

XII. Report of the Audit Committee

No report

XIII. Report of the Business Manager

No report

XIV. Open discussion of additional topics or issues from GC members:

John Triolo and Gary Clendenen expressed their frustration with PED's requirement for repetitive annual training. Additionally, they was not impressed with the quality of training provided by the trainer from PED. Kelly Smith strongly encouraged the Governing Council to bring in an outside trainer in the future. Previous experience has been positive doing in-house group training.

XV. Closed session to discuss a candidate for hire as Head of School pursuant provision 10.15.1 H2

Shalimar Krebs reviewed who should participate in the closed session based upon their eligibility; all others were dismissed from the meeting. John Triolo moved to begin the closed session at 6:06p.m., second by Gary Clendenen, passed unanimously.

In Closed Session: motion by Kelly Smith to adjourn closed session and return to Open Session, second by Gary Clendenen, passed unanimously. Returned to open session 7:17p.m.

Open Session: John Triolo moved to offer a contract to Reid B. Wessels as Head of School for The Masters Program, effective July 1, 2020 through June 30, 2021. The contract offer is subject to the following conditions:

- Employment Verification
- Criminal Background Check
- Proof of appropriate administrative certification
- Salary to be determined

Lori Spillman moved to second the motion to offer a contract with the stipulated conditions as presented, motion passed without dissent.

XVI. Adjournment

Motion to adjourn the regular meeting by Marcos Maez, second by Kelly Smith, motion passed without dissent. Meeting adjourned 7:20p.m.

2019/2020 Meeting Dates (2nd Tuesday)

<ul style="list-style-type: none">• No meeting in July• 8/20 (3rd Tuesday)• 9/10• 10/8• 11/12• 12/10	<ul style="list-style-type: none">• 1/14/2020• 2/11 weather cancellation• 3/10• 4/14• 5/12• 6/9
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Minutes approved by The MASTERS Program Governance Council on **February 17, 2020**.

Governing Council President